United States Department of State

FOREIGN AFFAIRS MANUAL

VOLUME 9 – VISAS

Change Transmittal: VISA-2086
Date: April 28, 2014

9 FAM 41.113
PROCEDURAL NOTES

1. **Summary of Changes**

   This Change Transmittal updated the title of Form DS-160 to include "Online".

2. If this issuance changed less than half the words, we formatted the changed text in *dark magenta italic*. If this issuance changed more than half the words, we did not use *dark magenta italic*. The CT line in each section shows when that section last changed.

3. Officers are reminded that Department-issued materials not codified in the Foreign Affairs Manual or its supplemental Foreign Affairs Handbook series generally have no regulatory validity (see 2 FAM 1111.1).

4. **CA/VO/L/R** is responsible for the material in this subchapter; direct questions concerning content substance and interpretation to this office. For administrative questions on the Foreign Affairs Manual and Handbooks, contact The Office of Directives Management (A/GIS/DIR).

Filing Instructions (Paper Copies)

1. Remove and discard the old 9 FAM 41.113 Procedural Notes (CT:VISA-1911; 10-02-2012) and insert the new 9 FAM 41.113 Procedural Notes (CT:VISA-2086; 04-28-2014).

2. After inserting the material in the binder, insert this change transmittal letter immediately following the CT Checklist, then fill in the entry line for the appropriate CT and initial.

Distribution Notice

1. The Foreign Affairs Manual and Handbooks (unclassified) official version are on the State Department's Intranet site.

2. All posts and offices keeping paper versions of the Foreign Affairs Manual

are responsible for maintaining the FAM on a current basis (see 2 FAM 1116.5).

3. Use **KFAM** and **AINF** TAGS on **all** communications on FAM/FAH issues.